

OFFICIAL NOTICE AND AGENDA

The City of Stoughton will hold a **Regular** meeting of the **Landmarks Commission** on **Thursday May 9, 2013, at 7:00 pm** in the **Hall of Fame Room, Lower Level, City Hall, 381 E. Main Street, Stoughton, WI.**

AGENDA:

1. Call to order
2. Election of Officers
3. Consider approval of the Landmarks Commission meeting minutes of April 11, 2013
4. Discuss RDA and Planning Commission agenda items
5. Discuss 2014 budget
6. Wilhelm Linderud exhibit
7. Historic Preservation awards for 2012 (921 E. Main Street) & 2013 (567 E. Main Street)
8. Landmarks website future needs and funding
9. Local history book proposal
10. Discuss possible addendum to Chapter 64 Streets, Sidewalks, and Other Public Places related to publicly owned heritage trees
11. Discuss possible Historic Preservation Ordinance amendments (Sub-Committee)
12. Discuss National Registered home at 217 S. Prairie Street
13. Discuss public outreach: Provide information packets to potential Local Landmark Properties
14. Discuss amendment to the City of Stoughton redevelopment area (RA) #2 project plan and boundary under §66.1333(6)
15. Discuss future of Local Landmark – Power Plant Building on Fourth Street
16. Review master calendar (printed calendar at the front of the procedures manual)
17. Discuss WAHPC Spring Conference
18. Future agenda items
19. Adjournment

5/1/13mps

COMMISSIONERS:

Alan Hedstrom, Chair	Michael Engelberger (Council Rep)	Kathleen Kelly
Peggy Veregin, Vice-Chair	Ryszard Borys	Connie Kraus
Andrea Rainka, Secretary	Lisa Rust	Anna Stracener

EMAIL NOTICES:

Art Wendt	Receptionist	Stoughton Hub
Council Members	Leadership Team	Matt Dregne, City Attorney

Note: For security reasons, the front door of City Hall will be locked after 4:30 P.M. (including the elevator door). If you need to enter City Hall after that time, please use the east entrance.

IF YOU ARE DISABLED AND NEED ASSISTANCE, PLEASE CALL 873-6677 PRIOR TO THE MEETING.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

Landmarks Commission Meeting Minutes

Thursday April 11, 2013 – 7:00 p.m.

City Hall, Hall of Fame Room, Lower Level, 381 E. Main Street, Stoughton, WI.

Members Present: Alan Hedstrom, Chair; Peggy Veregin, Vice-Chair; Connie Kraus; Andrea Rainka; Kathleen Kelly and Anna Stracener

Absent and Excused: Ryszard Borys; Lisa Rust and Tom Majewski

Staff: Zoning Administrator, Michael Stacey

Guests: Art Wendt

1. **Call to order.** Alan Hedstrom, Chair called the meeting to order at 7:07 pm.
2. **Consider approval of the Landmarks Commission meeting minutes of March 20, 2013.**

Motion by **Peggy** to approve the Landmark's Commission minutes of March 20, 2013 as presented, 2nd by **Connie**. Motion carried 6 - 0

3. **Discuss RDA and Planning Commission agenda items.**
The group discussed the blight determination for many downtown properties. Michael will provide information as to when the blight designation ends.
4. **Historic Preservation award for 2012 (921 E. Main Street) and 2013 (567 E. Main Street).** Peggy provided the award nomination form for the Youth Center, 567 E. Main Street. The group discussed timing of the presentation with pictures still needed to be taken. The consensus is to shoot for sometime in June. The group discussed having a presentation celebration at the Youth Center building.

Motion by **Connie** to approve the nomination of 567 E. Main Street for the 2013 Historic Preservation Award, 2nd by **Kathleen**. Motion carried 6 – 0.

5. **Discuss landmarks website future needs and funding.**
Alan will contact Alan Carlson to provide more website updates.
6. **Local history book proposal (Kathleen)**
Kathleen, Andrea and Connie plan to meet next month on this agenda item.
7. **Discuss possible addendum to Chapter 64 Streets, Sidewalks, and Other Public Places related to publicly owned heritage trees.**
Peggy sent a letter to the Tree Commission expressing the Landmark's Commission position on this topic. Peggy also went to the last Tree Commission meeting and plans to attend their June meeting.
8. **Discuss possible Historic Preservation Ordinance amendments. (Sub-Committee)**
The sub-committee plans to meet again on May 2, 2013
9. **Discuss National Registered home at 217 S. Prairie Street. (Michael)**

Michael stated he is still waiting for a reply from the State.

10. Discuss public outreach: Provide information packets to potential Local Landmark properties and Tower Times articles. (Tower Times provided at meeting)

The Tower Times article was discussed. Peggy will draft a letter to send out to potential local landmark property owners in the Main Street Historic District and a letter to the property owners within the Eligible Depot Hill District. Michael has put together a spreadsheet for all historic districts and will now also include the Depot Hill District.

11. Discuss amendment to the City of Stoughton redevelopment area (RA) #2 project plan and boundary under §66.1333(6)

- Review draft letter from Peggy

Peggy is still working on this letter which is planned to be sent after this project has been approved.

12. Review master calendar (printed calendar at the front of the procedures manual).

Michael will provide information as to when and how the Landmarks Commission should request funds for the 2014 budget. Potential grant funding was discussed.

Andrea left at 8:00 pm.

13. WAHPC Spring Conference is April 27, 2013 in Milton.

- **Registration reimbursement for Commission members interested in attending.**

Motion by Connie to approve reimbursement for registration costs to Commission members, 2nd by Kathleen. Motion carried 5 – 0.

14. WAHPC is accepting nominations for this year's Historic Preservation Excellence Award. (Due by April 10, 2013)

This agenda item was provided to make the Commissioner's aware for next year.

15. Future agenda items.

Wilhelm Linderud exhibit and Other Items.

16. Adjournment.

Motion by Anna to adjourn at 8:30 pm, 2nd by Connie. Motion carried 5 – 0.

Respectfully Submitted,
Michael Stacey

REDEVELOPMENT AUTHORITY MEETING MINUTES

Wednesday, April 10, 2013 – 5:30 p.m. EMS Training
Room, 516 South Fourth St., Stoughton, WI 53589

Present:

Scott Truehl, Dan Kittleson, Peter Sveum, Jim Schaefer, Michael Engelberger,
Ron Christianson and Finance Director Laurie Sullivan

Absent:

Steve Sletten

Others Present:

Mayor Donna Olson, Gary Becker, Tim Wondrash, Mike Gilbert, Deborah Bicksler, Jack
& Amanda Briggs, Chris Everson, Marjorie Martin, David Kneebone, Gloria Stehley,
Joseph Crubaugh, Mark Ignatowski and Lisa Aide

Call to order:

Truehl called the meeting to order at 5:30 p.m.

Communications:

Next meeting will be the reorganization meeting where we elect a Chair & Vice-Chair.

Minutes of the RDA meetings of March 13, 2013 & April 3, 2013:

Moved by Schaefer, seconded by Christianson, to approve the minutes of the
March 13, 2013 & April 3, 2013 RDA meetings as presented. Motion carried
unanimously.

Report on Website Usage & Property Marketing Strategies:

A report showing March website statistics was in the packet. Sveum asked for a
comparison report if possible to be included next month. A short e-mail from Mike Herl
was passed out to Committee members that gave an update on his progress.

Public Hearing Concerning Proposed Amendment to Redevelopment Area No. 2

Plan:

Gary Becker went thru a power point presentation that gave background of the TIF
district and how it began and pointed out that properties were blighted back in 1999.
Went thru the process that has already taken place and where we are headed.

Truehl opened the public hearing.

Deborah Bicksler wanted clarification if the Revolving Loan Fund was a matching loan
fund and how it would work. Also had concerns about the alley between Division Street
and Forrest Street. Would like to see the loans go to fixing the alleys.

Tim Wondrash, Director of Facilities for Uniroyal, spoke on behalf of the owners. At first
the Company was not excited about being labeled blighted, but after learning more

about the Revolving Loan Fund program Uniroyal is looking forward to the opportunities it will open up to them. They welcome the loan program.

Dave Kneebone spoke with concerns about historical properties. Being this was not on the Public Hearing agenda no further discussion took place.

Owners of Fosdal Bakery registered in favor of the Plan amendment and looks forward to the opportunities it will present.

Truehl closed the public hearing.

Recommendation to Council of RDA Resolution No. 02-13 Approving Amendment No. 1 to Redevelopment Project Area No. 2 Plan:

Moved by Kittleson, seconded by Sveum, to recommend to Council to approve the Redevelopment Project Area No. 2 Plan Amendment as presented. Motion carried unanimously.

Christianson spoke to crowd that he hopes that owners take advantage of the wonderful opportunity that is being presented.

Discuss Future Agenda Items:

Elect Chair and Vice Chair
Certification of Redevelopment Area #2 amendment
Revolving Loan Fund design and operation
Hwy Trailer building update

Adjourn:

Moved by Sveum, seconded by Kittleson, to adjourn at 6:05 p.m.

Respectfully submitted,
Lisa Aide
Finance Department



OFFICIAL NOTICE AND AGENDA

Notice is hereby given that the Redevelopment Authority of the City of Stoughton, Wisconsin will hold a regular or special meeting as indicated on the date, time and location given below.

Meeting of the:
Date /Time:
Location:
Members:

Redevelopment Authority of the City of Stoughton

Wednesday, May 8, 2013 @ 5:30 pm.

Mayor's Office/City Hall (381 E Main St, Stoughton WI 53589)

Dan Kittleson, Steve Sletten, Scott Truehl, Peter Sveum, Ron Christianson, Jim Schaefer, Michael Engelberger and Laurie Sullivan

- 1 Call to Order
- 2 Elect Committee Chair
- 3 Elect Committee Vice Chair
- 4 Communications
- 5 Approval of the April 10, 2013 minutes
- 6 Report on Website Usage & Property Marketing Strategies
- 7 Consider certification of Redevelopment Area #2 Amendment
- 8 Review Revolving Loan Fund documents
- 9 Future agenda items
- 10 Adjournment

"If you are disabled and in need of assistance, please call 873-6677 prior to this meeting.

NOTE: AN EXPANDED MEETING MAY CONSTITUTE A QUORUM OF THE COUNCIL.

Note: For security reasons, the front door of the City Hall Building will be locked after 4:30 p.m. If you need to enter City Hall after that time, please use the Fifth Street entrances.

Planning Commission Meeting Minutes

Monday, April 8, 2013 - 6:00 p.m.

Public Safety Building, Council Chambers, Second Floor, 321 S. Fourth Street, Stoughton, WI.

Members Present: Mayor Donna Olson, Chair; Eric Hohol, Vice-Chair; Eric Olstad; Rollie Odland and Ron Christianson

Absent and Excused: Todd Krcma and Scott Truehl

Staff: Planning Director, Rodney Scheel and Zoning Administrator Michael Stacey

Press: Mark Ignatowski

Guests: Vik Malling; Tom Matson; John Matson; Bill Amundson; Ken Wahlin; Dennis Steinkraus; David Kneebone; Clay Tyler and Chris Overson.

- 1. Call to order.** Mayor Olson called the meeting to order at 6:00 pm.
- 2. Consider approval of the Planning Commission meeting minutes of February 11, 2013.**
Motion by **Hohol** to approve the Planning Commission minutes of February 11, 2013 as presented, 2nd by **Olstad**. Motion carried 4 – 0.

- 3. Council Representative Report.**
Hohol reported there was nothing on the agenda for Council.

- 4. Status of Developments/Projects.**
Scheel reported on the status of developments. There were no questions.

Ron Christianson arrived at 6:02

- 5. Request by MMM, LLC to annex 10.532 acres from the Town of Dunkirk.**
Scheel gave an overview of the request.

Motion by **Hohol** to recommend Council approve the annexation as presented, 2nd by **Olstad**. Motion carried 5 – 0.

- 6. Request by Vik Malling to acquire a Conditional Use Permit (CUP) for an Indoor Commercial Entertainment Use at 515 E. Main Street to open Viking Brew Pub.**
Mayor Olson opened the public hearing

No one registered to speak.

Scheel explained the request.

Mayor Olson closed the public hearing.

Motion by **Hohol** to recommend Council approve the Conditional Use Permit as presented, 2nd by **Christianson**.

Christianson questioned what issues could arise that would require conditions. Scheel explained the use is primarily indoor and we know of no history of issues with past similar uses.

Bill Amundson stated he lives on Fifth Street and the noise from previous uses kept him up at night. His only concern is noise late at night.

Motion carried 5 - 0.

7. Pre-Annexation Agreement for Kettle Park West.

Scheel explained the intent of the pre-annexation document.

Motion by **Christianson** to recommend Council approve the Pre-Annexation Agreement with the blank sections of the agreement being filled in at the Council floor, 2nd by **Hohol**. Motion carried 5 - 0.

8. Future Urban Development Area (FUDA) Update.

Scheel gave an update of the FUDA planning process. There were no questions.

9. Future agenda items.

St. Vincent DePaul conditional use request.

10. Adjournment. Motion by **Olstad** to adjourn at 6:25 pm, 2nd by **Hohol**. Motion carried 5 – 0.

Respectfully Submitted,
Michael P. Stacey



Stable, Self-Sufficient Economy

I want to live in a community that has a stable, self-sufficient, local economy

Business Attraction & Retention

- Business Ready Sites
- Business Support, Resources and Information Accessibility
- City as Guide vs. City as Regulator
- Diversity of Business
- Incentives for Business Growth & Attraction

Strong Residential Workforce

- A Variety of Single Family Housing Opportunities
- Strong Support for Lifelong Education

Strong & Effective Partnerships

- Existing Partnerships & New Partnerships
- Connections with & Support for Local Businesses
- Stoughton's Role within the Regional Economy

Accessibility for Business

- Responsible Planning & Growth
- Reliable Infrastructure

INDICATORS OF SUCCESS:

- **Improved business attraction and retention.**
- **Improved and strengthened residential workforce**
- **Increase in effective partnerships that addresses economic needs**
- **"User friendly" business environment**

Purchasing Strategies

We seek offers that:

- Promote initiatives that enable businesses to succeed and anticipate their future needs.
- Promote programs that attract businesses, provide affordable housing and a successful education system.
- Encourage business community and city partnerships both within Stoughton and within the regional economy.
- Understand industry trends, logistics, key location decision milestones and how growth occurs within industry.
- Develop a focused business consultation process.

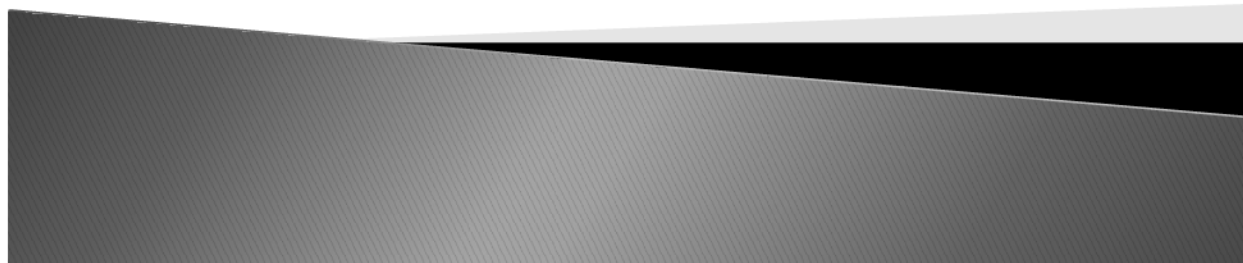
TEAM 2: LOCAL ECONOMY RANKING WORKSHEET

Offer Name	Priority Team #	RANK	Total FTE	Personnel	Operating	TOTAL OFFER COST	Revenue	Funding Needed	Funding allocated	Funding Surplus/(Deficit)
Economy									\$ 245,178	
RDA	02-02	1	0.20	\$ 18,337	\$ 30,000	\$ 48,337	\$ 15,000	\$ (33,337)	\$ (33,337)	\$ 211,841
City Planning and Zoning Administration	02-06	2	1.04	\$ 98,005	\$ 1,000	\$ 99,005	\$ -	\$ (99,005)	\$ (132,341)	\$ 112,837
Market Opera House as a Destination Location	02-01	3	0.30	\$ 21,418	\$ 69,550	\$ 90,968	\$ 56,822	\$ (34,146)	\$ (166,487)	\$ 78,691
Shared Ride Taxi Service	02-03	5	0.00	\$ -	\$ 195,000	\$ 195,000	\$ 165,000	\$ (30,000)	\$ (196,487)	\$ 48,691
Library Technology	02-04	4	0.94	\$ 51,527	\$ 49,200	\$ 100,727	\$ 40,000	\$ (60,727)	\$ (257,214)	\$ (12,036)
				\$ 189,286	\$ 344,750	\$ 534,036	\$ 276,822	\$ (257,214)		

Funding Needed \$ (257,214)
Funding Allocated \$ 245,178
Gap-Unfunded Programs \$ (12,036)

TEAM 3: Priority

I want to live in a Safe,
Healthy and Secure
community.



***I want to live in a Safe, Healthy and Secure
Community***

Public Safety

Enforcing laws/ordinances

Emergency response time

Well trained and equipped
personnel

Safe environment

Health Promotion

Community nutrition and
wellness

Recreational opportunities

Drug & alcohol prevention &
intervention

**Community
Involvement &
Partnerships**

Community outreach/awareness

Public/private partnerships

Collaborate with local, state,
county and federal agencies

Interdepartmental/interagency
cooperation

Our Indicators for Success are:

Decreased crime rate, improved citizen health and wellness, enhanced outreach and interagency coordination

Purchasing Strategies

- Adequately maintain the public safety system through technology, enforcement, communication and well-trained, equipped personnel.
- Promote accessibility to health-based outreach, educational and recreational opportunities.
- Maintain facilities, streets and utility infrastructure as a key approach to injury and illness.
- Advocate for and engage in community prevention strategies that span multiple generations and vulnerabilities.
- Engage in public and private partnerships that cooperate in promoting citizen-based health and safety opportunities.



TEAM 3- SAFE AND HEALTH

RANKING WORKSHEET

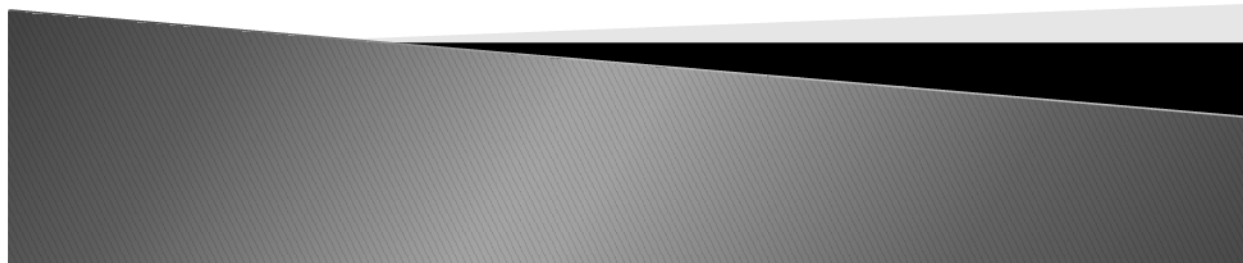
Offer Name	Priority Team #	RANK	Total FTE	Personnel	Operating	TOTAL OFFER COST	Revenue	Funding Needed	Total Funding allocated	Allocated Funding Surplus/(Deficit)
Safety										\$ 3,800,000
Police Emergency Response	03-07	1	2.60	\$ 225,371	\$ 20,750	\$ 246,121	\$ -	\$ (246,121)	\$ (246,121)	\$ 3,553,879
Patrol	03-11	2	8.45	\$ 717,408	\$ 121,063	\$ 838,471	\$ 58,175	\$ (780,296)	\$ (1,026,418)	\$ 2,773,582
Fire Emergency Response	03-19	3	0.90	\$ 138,833	\$ 68,975	\$ 203,608	\$ 10,400	\$ (193,208)	\$ (1,219,626)	\$ 2,580,374
Fire Emergency Preparedness	03-18	4	1.10	\$ 125,100	\$ 28,979	\$ 154,079	\$ 12,500	\$ (141,579)	\$ (1,361,205)	\$ 2,438,795
Street Maintenance	03-12	5	1.35	\$ 95,621	\$ 124,400	\$ 220,021	\$ 10,000	\$ (210,021)	\$ (1,571,226)	\$ 2,228,774
Snow and Ice Maintenance	03-13	6	1.98	\$ 131,250	\$ 20,050	\$ 160,300	\$ -	\$ (160,300)	\$ (1,731,526)	\$ 2,068,474
SC Case Management	03-04	7	2.22	\$ 112,398	\$ 8,754	\$ 121,152	\$ 50,609	\$ (70,543)	\$ (1,802,069)	\$ 1,997,931
Police Investigations	03-09	8	3.93	\$ 338,003	\$ 42,003	\$ 378,006	\$ 10,875	\$ (367,131)	\$ (2,169,199)	\$ 1,630,801
Police Professional Standards	03-06	9	3.51	\$ 294,516	\$ 52,435	\$ 346,951	\$ 4,800	\$ (342,351)	\$ (2,511,551)	\$ 1,288,449
Court	03-17	10	1.75	\$ 98,695	\$ 14,700	\$ 84,395	\$ -	\$ (84,395)	\$ (2,595,945)	\$ 1,204,055
Police Records & Technology	03-08	11	2.76	\$ 216,988	\$ 65,200	\$ 282,186	\$ 1,375	\$ (280,811)	\$ (2,876,757)	\$ 923,243
Police Clerical/Dispatch	03-10	12	5.35	\$ 318,580	\$ 23,300	\$ 341,880	\$ 67,575	\$ (274,305)	\$ (3,151,061)	\$ 648,939
Parks Maintenance	03-15	13	2.85	\$ 109,292	\$ 45,010	\$ 154,302	\$ -	\$ (154,302)	\$ (3,305,363)	\$ 494,637
FirePrevention Enforcement Education	03-20	14	1.00	\$ 82,398	\$ 5,056	\$ 87,454	\$ 1,500	\$ (85,954)	\$ (3,391,317)	\$ 408,683
Signs and Markings Maintenance	03-14	15	1.53	\$ 98,475	\$ 169,150	\$ 265,625	\$ -	\$ (265,625)	\$ (3,656,942)	\$ 143,058
Building Permit and Inspection Services	03-22	16	1.04	\$ 88,258	\$ 24,450	\$ 112,708	\$ 62,500	\$ (50,208)	\$ (3,707,150)	\$ 92,850
SC Information and Assistance	03-03	17	3.15	\$ 150,441	\$ 5,804	\$ 156,245	\$ 24,125	\$ (132,120)	\$ (3,839,270)	\$ (39,270)
SC Nutrition	03-05	18	0.99	\$ 61,083	\$ 35,296	\$ 96,389	\$ 24,125	\$ (72,264)	\$ (3,911,534)	\$ (111,534)
Licensing	03-16	19	0.33	\$ 24,130	\$ 2,800	\$ 26,930	\$ 48,600	\$ 21,670	\$ (3,889,864)	\$ (89,864)
Youth Center	03-25	20	0.25	\$ 24,850	\$ 25,000	\$ 49,850	\$ 28,753	\$ (21,097)	\$ (3,910,961)	\$ (110,961)
TOTAL TEAM 3				\$ 3,416,498	\$ 910,175	\$ 4,326,673	\$ 415,712	\$ (3,910,961)		

Funding Needed \$ (3,910,961)
 Funding Allocated \$ 3,800,000
 Gap-Unfunded Programs \$ (110,961)

8/28/2012

Team 4: Priority

I want to live in a
community with a
citizen-focused,
well-run government.



I want to live in a community with a citizen-focused, well-run government.

Indicators for Success

- Improved Financial Stability
- Improved Citizen Satisfaction
- Improved Employee Satisfaction
- Increased Citizen Participation

1. Leadership

- Government
- Employees
- Management
- Volunteers
- Integrity
- Inspirational
- Motivational
- Accountability
- Influential
- Transparency
- Future oriented
- Facilitating Change
- Intergovernmental advocacy
- Long-range thinking
- Enlisting cooperation

2. Financial Stability

- Adequate fiscal reserves
- Long-term budgeting and planning
- Efficient use of resources and funding
- Strong internal controls
- Healthy debt ratios
- Clean audits

3. Communication

- Transparency
- Strong internal communication
- A government that adheres to laws and standards
- Open, honest and healthy two-way communication

4. Participation

- Citizen participation in volunteer organizations
- Citizen participation in official programs
- Citizen participation in community events
- Citizen participation in local advice (police/council/etc.)
- Citizen communication (i.e. Courier Hub)
- External groups working to provide alternatives to governmental lead
- Willingness and adequate tools established to listen to the voice of the citizen
- Philanthropy

5. Strong Management

- Vision
- Ability to do more with less
- Strong internal structure. Not under, nor over staffed
- Few workplace injuries
- Departments that are accredited and follow best practices

6. Knowledgeable, Experienced Staff

- Qualified Employees
- Employee satisfaction
- Mentorship
- Strong recruitment
- Thorough hiring process
- Employees with professional certifications
- Incentives, rewards and recognition
- Growth and training opportunities

Purchasing Strategy :

- Maximize *effective leadership* at all levels.
- Promote initiatives that will secure *financial stability*.
- Promote or maximize effective communication between elected officials, city employees and citizens.
- Maximize efficiencies through the demonstration of utilizing internal and external *partnerships*
- To promote a common vision for *managerial success*.
- Promote initiatives that allow and maintain a *knowledgeable and experienced staff*



TEAM 4- GOVERNMENT

RANKING WORKSHEET

Offer Name	Priority Team #	RANK	Total FTE	Personnel	Operating	TOTAL OFFER COST	Revenue	Funding Needed	Funding allocated	Funding Surplus/(Deficit)
Government										\$ 3,879,500
Council/Committees	04-10	1	0.69	\$ 45,679	\$ 51,505	\$ 97,184	\$ -	\$ (97,184)	\$ (97,184)	\$ 3,782,316
Mayor	04-12	2	1.00	\$ 83,306	\$ 17,000	\$ 100,306	\$ -	\$ (100,306)	\$ (197,490)	\$ 3,682,010
Financial and Accounting Services	04-15	3	1.83	\$ 127,898	\$ 54,800	\$ 182,498	\$ -	\$ (182,498)	\$ (379,988)	\$ 3,499,512
Treasury Management	04-16	4	1.53	\$ 119,328	\$ 21,300	\$ 140,628	\$ 20,000	\$ (120,628)	\$ (500,616)	\$ 3,378,884
Clerk Admin	04-08	5	0.82	\$ 49,254	\$ 26,170	\$ 75,424	\$ -	\$ (75,424)	\$ (576,040)	\$ 3,303,460
Debt Service	04-17	6	0.20	\$ 19,174	\$ 2,157,871	\$ 2,177,045	\$ -	\$ (2,177,045)	\$ (2,753,085)	\$ 1,126,415
Elections	04-07	7	0.30	\$ 23,225	\$ 19,800	\$ 42,825	\$ -	\$ (42,825)	\$ (2,795,910)	\$ 1,083,590
Personnel	04-09	8	0.46	\$ 27,095	\$ 20,800	\$ 47,695	\$ -	\$ (47,695)	\$ (2,843,604)	\$ 1,035,896
Insurance Risk Management	04-11	9	0.25	\$ 14,860	\$ 218,234	\$ 233,094	\$ -	\$ (233,094)	\$ (3,076,699)	\$ 802,801
City Attorney Services	04-14	10	0.00	\$ -	\$ 132,000	\$ 132,000	\$ -	\$ (132,000)	\$ (3,208,699)	\$ 670,801
Assessor	04-13	11	0.05	\$ 3,441	\$ 45,700	\$ 49,141	\$ -	\$ (49,141)	\$ (3,257,840)	\$ 621,660
Information Technology	04-20	12	0.41	\$ 40,198	\$ 29,350	\$ 69,548	\$ -	\$ (69,548)	\$ (3,327,387)	\$ 552,113
Refuse and Recycling Collection	04-06	13	0.05	\$ 3,993	\$ 680,200	\$ 684,193	\$ 670,000	\$ (14,193)	\$ (3,341,580)	\$ 537,920
Interdepartmental Phone Admin & Support	04-02	14	0.15	\$ 11,828	\$ 890	\$ 12,718	\$ -	\$ (12,718)	\$ (3,354,298)	\$ 525,202
Building Maintenance/City Facilities	04-19	15	1.38	\$ 101,903	\$ 204,225	\$ 366,128	\$ 14,400	\$ (351,728)	\$ (3,706,026)	\$ 173,474
Fleet Maintenance	04-22	16	1.28	\$ 89,329	\$ 50,500	\$ 139,829	\$ -	\$ (139,829)	\$ (3,845,855)	\$ 33,645
City Webpage Design, Admin & Support	04-03	17	0.20	\$ 13,679	\$ 3,285	\$ 16,964	\$ -	\$ (16,964)	\$ (3,862,819)	\$ 16,681
Interdepartmental Media Tech Support	04-01	18	0.00	\$ 13,679	\$ 2,670	\$ 16,349	\$ -	\$ (16,349)	\$ (3,879,168)	\$ 332
Cemetery Maintenance	04-21	19	0.20	\$ 14,937	\$ 35,200	\$ 50,137	\$ 12,000	\$ (38,137)	\$ (3,917,305)	\$ (37,805)
Government Media Production	04-04	20	0.35	\$ 24,252	\$ 14,665	\$ 38,917	\$ -	\$ (38,917)	\$ (3,956,221)	\$ (76,721)
TOTAL TEAM 4				\$ 826,856	\$ 3,845,765	\$ 4,672,621	\$ 716,400	\$ (3,956,221)		

Funding Needed \$ (3,956,221)
 Funding Allocated \$ 3,879,500
 Gap-Unfunded Programs \$ (76,721)

8/28/2012

ATTRACTIVE, WELCOMING COMMUNITY THAT VALUES ARTS, CULTURE and RECREATIONAL OPPORTUNITIES

Streetscape

- Public Property Appearance
- Private Property Appearance
- Accessibility

Engaged & Informed Community

- Citizen Involvement/Interaction
- Public-Private Partnerships
- Effective Communication



Shared Public Experiences

- Arts & Culture
- Park & Open Space Amenities
- Events & Celebrations
- Recreational Opportunities

Positive Community Image

- Unique Community Identity
- Attractive Gateways
- Defined Neighborhoods

Indicators for Success

- | | |
|--------------------------|------------------------|
| - Image/First Impression | - Community Engagement |
| - Participation Levels | - Citizen Satisfaction |

PURCHASING STRATEGIES

WE ARE SEEKING OFFERS THAT:

- 1. Beautify and maintain the physical aspects of the community with emphasis on the goals, objectives and policies of the Stoughton Comprehensive Plan;**
- 2. Enrich the lives of residents and visitors especially through Arts, Culture, Celebrations and Recreational Opportunities;**
- 3. Increase accessibility-connectivity and way-finding throughout the community;**
- 4. Emphasize partnerships and promote volunteerism to help reduce costs and duplication of services;**
- 5. Strengthen existing and encourage new cultural and artistic offerings.**

TEAM 5 – COMMUNITY RANKING WORKSHEET

Offer Name	#	RANK	Total FTE	Personnel	Operating	TOTAL OFFER COST	Revenue	Funding Needed	Total Funding needed	Funding Allocation Surplus/(Deficit)
Community										\$ 1,044,822
Parks and Open Space Management	05-13	1	0.40	\$ 39,760	\$ -	\$ 39,760	\$ 5,500	\$ (34,260)	\$ (34,260)	\$ 1,010,562
SC Programming	05-04	2	1.65	\$ 58,205	\$ 12,305	\$ 70,510	\$ 45,667	\$ (24,843)	\$ (59,103)	\$ 985,719
Manage Opera House as a Performance Venue	05-02	3	1.10	\$ 79,324	\$ 381,045	\$ 460,369	\$ 460,369	\$ 0	\$ (59,103)	\$ 985,719
Urban Forestry	05-05	4	2.40	\$ 156,784	\$ 42,400	\$ 199,184	\$ -	\$ (199,184)	\$ (258,287)	\$ 786,535
Circulation	05-08	5	5.92	\$ 263,717	\$ 5,150	\$ 268,867	\$ 128,551	\$ (140,316)	\$ (398,603)	\$ 646,219
Library Youth and Teen	05-09	6	2.42	\$ 134,728	\$ 36,725	\$ 171,453	\$ 29,000	\$ (142,453)	\$ (541,055)	\$ 503,767
Major Project Coordination	05-15	7	0.29	\$ 28,641	\$ 500	\$ 29,141	\$ -	\$ (29,141)	\$ (570,197)	\$ 474,625
Recreation Opportunities	05-26	8	1.30	\$ 83,340	\$ 86,996	\$ 170,336	\$ 139,204	\$ (31,132)	\$ (601,329)	\$ 443,493
Stormwater Maintenance	05-06	9	2.78	\$ 149,641	\$ 48,950	\$ 198,591	\$ 15,000	\$ (183,591)	\$ (784,920)	\$ 259,902
Parks Mowing	05-07	10	0.99	\$ 26,603	\$ 6,000	\$ 32,603	\$ -	\$ (32,603)	\$ (817,524)	\$ 227,298
Troll Beach	05-25	11	0.05	\$ 4,970	\$ 36,706	\$ 41,676	\$ 27,000	\$ (14,676)	\$ (832,199)	\$ 212,623
Community Media Production	05-01	12	0.00	\$ 37,930	\$ 14,135	\$ 52,065	\$ 22,000	\$ (30,065)	\$ (862,265)	\$ 182,557
Community Commitment	05-14	13	0.15	\$ 9,744	\$ 2,500	\$ 12,244	\$ -	\$ (12,244)	\$ (874,509)	\$ 170,313
Act as a Focal Point for Culture and Historic Landscape	05-03	14	0.15	\$ 10,709	\$ 1,275	\$ 11,984	\$ 11,984	\$ 0	\$ (874,509)	\$ 170,313
Library Adult	05-10	15	2.61	\$ 146,780	\$ 58,925	\$ 205,705	\$ 61,000	\$ (144,705)	\$ (1,019,214)	\$ 25,608
Brush Collection	05-24	16	1.03	\$ 65,482	\$ 18,050	\$ 83,532	\$ -	\$ (83,532)	\$ (1,102,746)	\$ (57,924)
Broadleaf Control in Parks	05-19	17	0.07	\$ 5,795	\$ 6,000	\$ 11,795	\$ -	\$ (11,795)	\$ (1,114,541)	\$ (69,719)
				\$ 1,302,154	\$ 757,662	\$ 2,059,816	\$ 945,275	(1,114,541)		

» Funding Needed \$ (1,114,541)
 » Funding Allocated \$ 1,044,822
 » Gap-Unfunded Programs \$ (69,719)

CITY OF STOUGHTON

2012 OFFER REVIEW

OFFER/PROGRAM:

RFR AREA/OUTCOME:

Related Priority Areas:

DEPARTMENT:

CONTACT PERSON:

PHONE NUMBER:

OFFER REVIEW

OFFER DESCRIPTION:

1. DESCRIBE HOW OFFER IS MEETING THE PRIORITY:
2. WHAT WOULD YOU CHANGE IN THE OFFER TO MAKE IT MORE EFFECTIVE?

SERVICE LEVEL ALTERNATIVES:

1. IS THE SERVICE LEVEL EFFECTIVE TO MEET THE PRIORITY, WHAT WOULD YOU CHANGE NEXT YEAR?
2. WHAT ALTERNATIVE SERVICE LEVELS COULD BE OFFERED, AND HOW WOULD THAT AFFECT THE SERVICE, THE BUDGET AND THE COMMUNITY?

MEASURES:

1. DO THE MEASURES IN THE OFFER PROVIDE INFORMATION NECESSARY TO EVALUATE THE EFFECTIVENESS OF THE SERVICES?
2. WHAT CAN BE DONE TO IMPROVE THE SERVICE MEASURES?

MANDATES:

1. HAVE THERE BEEN ANY CHANGES TO STATE/FEDERAL MANDATES:
2. CAN THE MANDATE BE SATISFIED AT A LOWER SERVICE LEVEL?

MAJOR

CHANGES: _____



City of Stoughton, WI

Logic Model Worksheet

Priority: _____
Purchasing Strategies: _____
Program: _____

Department: _____
Contact: _____

Program Outcome	Activities	Outputs	Inputs



City of Stoughton, WI

Logic Model Worksheet

Program Performance Measures:

- Outcome measures
- Output measures
- Input measures

Program Description:

Program Comments/ Explanation:

CITY OF STOUGHTON

SELLER OFFER FOR 2014 BUDGET

OFFER/PROGRAM: Planning Offer #7 – Landmark's Commission

PAST PROGRAM / OFFER #: New	PAST PROGRAM NAME: New
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RFR AREA/OUTCOME: Attractive, Welcoming Community	DEPARTMENT: Department of Planning & Development
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Related Priority Areas: Well Run Government

CONTACT PERSON: Rodney Scheel
PHONE NUMBER: 873-6619

ALTERNATE CONTACT: Michael Stacey
PHONE NUMBER: 646-0421

DESCRIPTION OF HOW OFFERS ARE RELATED TO OTHER PRIORITY AREAS: This offer primarily furthers the strategies outlined in the Attractive, Welcoming Community that value Arts and Culture through the oversight of public building construction and maintenance projects to keep the tax-payer owned buildings attractive. One of the land use objectives within the Comprehensive Plan is to, "Encourage the preservation of historically and architecturally significant structures in Stoughton." Additionally, the Plan identifies further exploration and investigation of community facility and service enhancements, specifically for a Library expansion; Community Center; and an Improved or relocated Public Works facility.

Additionally, new subdivision design coordination will enable the City to provide streets, trails, paths and sidewalks that promote attractive, welcoming, clean, accessible travel and connectivity. Participation in the US 51 Corridor Technical Advisory Committee on behalf of the City can assist in improving pedestrian and biking connectivity at intersections along USH 51.

This offer also supports Safe, Healthy and Secure Community through the coordination and administration of City projects to insure quality construction and reliability of associated infrastructure including sidewalks, City Buildings, stormwater, new subdivisions, etc. Coordinating design of new subdivisions according the Comprehensive Plan, City Ordinances and emerging standards provides a safe, inviting design. Coordinating design activities for major building projects can insure a cost effective project meeting the functional needs of the building while providing a safe, accessible, inviting environment. It also

ABOUT THE OFFER:

DESCRIBE OFFER:

This offer provides staffing to coordinate major construction projects. The Department of Planning & Development provides project management and coordination for stormwater projects, sidewalk installation and replacement, City

Building projects, new subdivision development. This offer also coordinates transportation projects associated with Wisconsin Department of Transportation such as the US 51 Corridor Study. Recent activities include: Jefferson Street Stormwater Project (multi-year project), sidewalk replacement, Public Safety Building reuse of second floor for Police Department, Library Second floor redesign and renovation, business/industrial park expansion options, Williams Drive Reconstruction concepts, etc. Utilities projects are coordinated through Stoughton Utilities. Street construction projects are coordinated through the Street Department; we participate as appropriate.

DESCRIBE HOW OFFER MEETS PRIORITY:

This offer provides staff coordination of projects to maintain and improve Streetscape items in this Priority. As defined in the priority, "Streetscape is meant to be include everything visible from a public street including streets, parkrows, sidewalks, paths, trails, greenways, parks, buildings, landscaping, etc." Major City building projects, stormwater projects, sidewalk projects, new subdivisions, transportation coordination, etc, all impact the positive aspects of community appearance and the coordination of these projects insure community expectations and goals are implemented.

WHY SHOULD THE CITY PROVIDE THE SERVICE?

It is necessary to have City staff involved to coordinate major construction projects. While engineers and architects are involved in design and construction administration, City staff resources are required to coordinate the administration on behalf of the City and to shepherd the project inception through design and construction. Projects need to have a "Point Person." This offer provides this resource for these projects.

MEASURES:

Provide a summary of major projects being coordinated as part of this offer.

SERVICE LEVEL DESCRIPTION:

Providing professional, experienced leadership of major projects makes these projects possible to carry out the goals and expectations of the City. Projects that are not coordinated effectively can use staff resource inefficiently and may not meet the goals of the City.

SERVICE LEVEL MEASURES:

Number of hours spent annually coordinating/managing major projects.

SERVICE LEVEL ALTERNATIVES:

City staff must shepherd major projects that are identified by the Community. Staff time and energy is required to carry out the planning, approval and implementation of these projects. Historically, these activities have not been captured in the BFO process placing unrealistic expectations on staff to carry this workload. This offer seeks to reflect this shortcoming. Reducing this offer may require splitting up the activities across other departments who are likely not positioned to take on this workload.

EXPLANATION OF ANY STATE/FEDERAL MANDATES: Project specifications require State Public Bidding and Prevailing Wage Rate Statues to be followed.

MAJOR CHANGES:___This is a new offer intended to address an activity completed by our department that has not been appropriately addressed in the BFO process in the past.



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